Standard Labor Categories for Space and Naval Warfare Systems Center, Charleston (SSC-C) Contracts

A list of Standard Labor Categories to be used on all SSC-C contracts has been developed, coordinated with Industry, tested in contracts awarded and is **mandatory for use on all SSC-C Contracts issued after 20 February 2007**.

This action will standardize Labor Categories, rates for set categories and greatly reduce the time and manpower used to develop both the Labor Category Document and the Independent Government Estimate (IGE) documents currently required in all contracts.

Policy Implementation Requirements

1.   Contracts initiated by SSC-C must use the Labor Categories (LC) identified in this document. LCs selected must be those which most closely describe contracted efforts. The requirements identified are ***"minimum requirements"*** for both education and experience, and should be augmented with ***"specific requirements"*** (refer to paragraph 4 below) in accordance with requirements identified in Statements of Work (SOW), Performance Work Schedules (PWS), or Task Orders (TO).

2.   All ***"Important Notes"*** identified in enclosure (1), of this document, must be included in the solicitation.

3.   In the event that no LC included in enclosure (2), of this document, describes a necessary effort, enclosure (3) identifying the new LC, Education, and Experience requirements shall be submitted to SSC-02C for approval. The new LC will then be added to the Standard LC List prior to such LC being required in contract language. ***NOTE: Every effort must be made to utilize the Standard LCs already identified in this document.***

4.   Examples of how the Personnel Qualifications Document should be organized are included in enclosure (4) (Table of Content), and (5) (Body), of the document. Enclosure (4) illustrates how different tasks/positions should be listed when more than one task/position is included as part of a single Labor Category. Enclosure (5) illustrates: how more than one task/position included as part of a single Labor Category should be identified, and how each section (i.e., education and experience) is composed of the minimum requirements identified in this document and the augmentation of requirements listed after "Specific Experience in" in the experience section. ***NOTE: Enclosures (4) and (5) are examples only, copied from a current SSC-C contract.***

5. For answers to any question regarding Labor Categories please call 843-218-5561.

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IMPORTANT NOTES

1.   To ensure that postsecondary education possessed by individuals meets an acceptable level of quality, educational degrees shall come from accredited institutions or programs. See www.ed.gov for more accreditation information. At a minimum, to receive credit for a Master and Doctorate, all degrees shall come from an institution that has been regionally accredited by one of the six associations: MSA, NASC, NCA, NEASC, SACS, and WASC.

2.   Bachelor of Science (BS) or Associates (AS) degrees in Applied science, Computing, Engineering, and Technology shall be from an Accreditation Board for Engineering and Technology (ABET) accredited program (see www.abet.org).

3.   When not specified, higher education above a labor category's minimum can be credited as years of experience as long as the higher degree is within the same required field of study as the minimum degree required. The following Educational credit applies: a MS degree equals four (4) years of experience and a PhD degree equals five (5) years of experience.

4.   Technology degrees do not qualify as BS Degrees.

5.   Engineering Positions require Engineering degrees or written (vs. grandfathered) State PE License.

6.   SCA titles and reference numbers are in accordance with Contract Act Directory of Occupations (Fifth Edition), published in www.dol.gov.

DEFINITIONS

1. *Relevant Technical Field*, e.g. Electrical Engineering, Computer Science.
2. *Additional Acceptable Degree Fields*, e.g. Management Information Systems.
3. *Specific Projects*, e.g. SINCGARS, DAMA.
4. *Acceptable Education Substitution*, e.g. Professional Certification.

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Enclosure (1)

Standard SSC-C Contract Labor Categories
Table of Content

PROFESSIONAL LABOR CATEGORIES		
New LC (use in contract)	**Page**	**Old LC Examples** (DO NOT use in contracts)
Engineering/Scientist		
Engineer/Scientist 5	6	All Degree Engineers (e.g. Electronic,
Engineer/Scientist 4	6	Electrical, Mechanical, Industrial, etc); All
Engineer/Scientist 3	7	Technology Engineers (e.g., Software,
Engineer/Scientist 2	7	Systems, Comms, InfoSec, etc); all Science
Engineer/Scientist 1	7	Majors (Physicists, Chemists, etc); all
Junior Engineer/Scientist	8	Technical Scientists (Computer, Research, etc)
Logistics		
Logistician 5	9	Logistics/Configuration Specialist, Logistics
Logistician 4	9	Technician, etc
Logistician 3	10	
Logistician 2	10	
Logistician 1	10	
Junior Logistician	10	
Program Management Support		
Program Manager	11	Technical Program Manager, Program Administrator, Program Lead, etc
Project Manager	11	Project Lead, Project Coordinator, Task Order Manager, Administrator, etc
Analyst 3	11	All Analysts (e.g., Program, Project, System,
Analyst 2	11	Finance, Budget, Business, Contracts, etc),
Analyst 1	12	Program Management Specialists, Contract
Junior Analyst	12	Support, Procurement Specialists, Professional Administrative Assistant, etc
Specialist		
Intelligence Specialist	13	
Operations Specialist	13	
Security Specialist	13	
Training Specialist 4	13	Technology Analyst, Technical Assistant
Training Specialist 3	13	
Training Specialist 2	13	
Training Specialist 1	14	
Technical Support		
Technical Writer/Editor 4	15	Technical Specialist
Technical Writer/Editor 3	15	
Technical Writer/Editor 2	15	
Technical Writer/Editor 1	15	

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Enclosure (2)

Standard SSC-C Contract Labor Categories
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NON-DEGREE / NON SERVICE CONTRACT ACT (SCA) LABOR CATEGORIES		
New LC (use in contract)	**Page**	**Old LC Examples** (DO NOT use in contracts)
Subject Matter Expert (SME)		
Subject Matter Expert (SME) 5	16	Air Traffic Control Consultant
Subject Matter Expert (SME) 4	16	
Subject Matter Expert (SME) 3	16	
Subject Matter Expert (SME) 2	16	
Subject Matter Expert (SME) 1	16	
Technicians		
Management and Program Technician 3	17	Non-Degree: Analysts (e.g., Program, Project, System, Finance, Budget, Business, Contracts, etc), Program Management Specialists, Contract Support, Procurement Specialists, Professional Administrative Assistant, etc
Management and Program Technician 2	17	
Management and Program Technician 1	17	

SERVICE CONTRACT ACT (SCA) LABOR CATEGORIES (5th Edition)		
New LC (use in contract)	**Page**	**Old LC Examples** (DO NOT use in contracts)
Administrative Support SCA		
Administrative Assistant (SCA 01020)	18	
Word Processor III (SCA 01613)	18	
Word Processor II (SCA 01612)	18	
Word Processor I (SCA 01611)	18	
Information Technology SCA		
Computer Operator V (SCA 04045)	19	
Computer Operator IV (SCA 04044)	19	
Computer Operator III (SCA 04043)	19	
Computer Operator II (SCA 04042)	19	
Computer Operator I (SCA 04041)	20	
Computer Programmer IV (SCA 04074)	20	Information Technology Specialist, Web Applications Developer, Multimedia Specialist, Multimedia Element Designer
Computer Programmer III (SCA 04073)	20	
Computer Programmer II (SCA 04072)	21	
Computer Programmer I (SCA 04071)	21	
Computer System Analyst III (SCA 04103)	21	Computer Specialist
Computer System Analyst II (SCA 04102)	21	
Computer System Analyst I (SCA 04101)	22	
Logistics SCA		

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Enclosure (2)

Standard SSC-C Contract Labor Categories
Table of Content

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Enclosure (2)

Standard SSC-C Contract
Professional Labor Categories
Engineering/Scientist

Requirements identified are minimum requirements for both education and experience and should be augmented with "specific requirements" according to requirements identified in Statements of Work (SOW), Performance Work Schedules (PWS), or Task Orders (TO).

Ensure you review "IMPORTANT NOTES" and "DEFINITIONS" (page 2) prior to developing your LC requirements.

1. **Engineer/Scientist 5**
   Education: BS degree in "*Relevant Engineering/Science Field*"
   Software Engineer only: Completed the following certifications within one and a half year of assuming duties: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP)), or with COR approval complete a vendor/platform specific certification (e.g. one of the Microsoft Certified Professional (MCP) certifications: i.e., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), other), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).
   Experience: Fifteen (15) years of experience in *"Relevant Technical Field"*, to include: Technology Analysis and Assessment, Design Definition, Development of Systems Specification, Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation Criteria, and Logistics support of C4ISR requirements. Recognized as an expert in "*Specific Project*"

2. **Engineer/Scientist 4**
   Education: BS degree in "*Relevant Engineering/Science Field*"
   Software Engineer only: Working towards the following certifications within one and a half year of assuming duties: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP)), or with COR approval complete a vendor/platform specific certification (e.g. one of the Microsoft Certified Professional (MCP) certifications: e.g., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), other), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).
   Experience: Ten (10) years of experience in *"Relevant Technical Field"*, to include: Technology Analysis and Assessment, Design Definition, Development of Systems Specification, Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation Criteria, and Logistics support of C4ISR requirements. Five (5) years of technical experience in support of "*Specific Projects*"

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Enclosure (2)

Standard SSC-C Contract
Professional Labor Categories
Engineering/Scientist

3. Engineer/Scientist 3

Education: BS degree in "*Relevant Engineering/Science Field*"
Software Engineer only: Working towards the following certifications within one and a half year of assuming duties: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP)), or with COR approval complete a vendor/platform specific certification (e.g. one of the Microsoft Certified Professional (MCP) certifications: e.g., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), other), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).

Experience: Six (6) years of experience in *"Relevant Technical Field"*, to include: Systems Analysis, Systems Architecture, Systems/Equipment Support, Test and Evaluation, and Logistics support of C4ISR requirements. Three (3) years of technical experience in support of "*Specific Projects*"

4. Engineer/Scientist 2

Education: BS degree in "*Relevant Engineering/Science Field*"
Software Engineer only: Working towards the following certifications within one and a half year of assuming duties: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP)), or with COR approval complete a vendor/platform specific certification (e.g. one of the Microsoft Certified Professional (MCP) certifications: e.g., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), other), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).

Experience: Three (3) years of experience in *"Relevant Technical Field"*, to include: Systems/Equipment Support, and Test and Evaluation support of C4ISR requirements. One (1) year of technical experience in support of "*Specific Projects*"

5. Engineer/Scientist 1

Education: BS degree in "*Relevant Engineering/Science Field*"
Software Engineer only: Working towards the following certifications within one and a half year of assuming duties: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP)), or with COR approval complete a vendor/platform specific certification (e.g. one of the Microsoft Certified Professional (MCP) certifications: e.g., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), other), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).

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Enclosure (2)

Experience: One (1) years of experience in *"Relevant Technical Field"*, to include: Systems/Equipment Support, and Test and Evaluation support of C4ISR requirements.

6. **Junior Engineer/Scientist**
   Education: BS degree in "*Relevant Engineering/Science Field*"
   Experience: None.

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Enclosure (2)

Standard SSC-C Contract
Professional Labor Categories
Logistics

Requirements identified are minimum requirements for both education and experience and should be augmented with "specific requirements" according to requirements identified in Statements of Work (SOW), Performance Work Schedules (PWS), or Task Orders (TO).

Ensure you review "IMPORTANT NOTES" and "DEFINITIONS" (page 2) prior to developing your LC requirements.

1. **Logistician 5**
    Education: Bachelor degree plus individual shall possess a Professional certification – i.e., Defense Acquisition Workforce Improvement Act (DAWIA) certified in Lifecycle [Acquisition] Logistics – Level 3 OR have equivalent logistics training (resume to specify all equivalent training) OR possess an additional five (5) years working in direct support of defense life-cycle logistics.
    Experience: Fifteen (15) years experience in defense life-cycle (acquisition) logistics support (or 20 years if not DAWIA Level 3 certified) of electronic systems, to include: logistics management, principles, practices, and processes. Of the required 15 years, individual shall have eight (8) years support of C4ISR systems. Demonstrated management skills, to include: Analyzing Contracts, Analyzing System Design Specifications, Analyzing Engineering/Systems Management Data, Developing Logistics Plans and Procedures, and Developing Logistics Management Plans and Guidelines. Experience supervising Logistics Specialists

2. **Logistician 4**
    Education: Bachelor degree plus individual shall possess a Professional certification – i.e., Defense Acquisition Workforce Improvement Act (DAWIA) certified in Lifecycle [Acquisition] Logistics – Level 2 or has equivalent logistics training (resume to specify all equivalent training) or possess an additional three (3) years working in direct support of defense life-cycle logistics.

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Enclosure (2)

Experience: Ten (10) years experience in defense life-cycle (acquisition) logistics support (or 13 years if not DAWIA Level 2 certified) of electronic systems, to include: logistics management, principles, practices, and processes. Of the required 10 years, individual shall have six (6) years support of C4ISR systems. Demonstrated management skills, to include: Analyzing Contracts, Analyzing System Design Specifications, Analyzing Engineering/Systems Management Data, Developing Logistics Plans and Procedures, and Developing Logistics Management Plans and Guidelines. Experience supervising Logistics Specialists

3. **Logistician 3**
   Education: Bachelor degree plus individual shall possess a Professional certification – i.e., Defense Acquisition Workforce Improvement Act (DAWIA) certified in Lifecycle [Acquisition] Logistics – Level 1 or has equivalent logistics training (resume to specify all equivalent training) or possess an additional two (2) years working in direct support of defense life-cycle logistics.
   Experience: Six (6) years experience in defense life-cycle (acquisition) logistics support (or 8 years if not DAWIA Level 1 certified) of electronic systems, to include: logistics management, principles, practices, and processes. Of the required 6 years, individual shall have four (4) years support of C4ISR systems. Demonstrated skills, to include: Analyzing Engineering/Systems Management Data, Developing Logistics Plans and Procedures, and Developing Logistics Management Plans and Guidelines.

4. **Logistician 2**
   Education: Bachelor degree plus individual is working towards professional certification –i.e., Defense Acquisition Workforce Improvement Act (DAWIA) certified in Lifecycle [Acquisition] Logistics or equivalent certification (resume to specify all equivalent training).
   Experience: Three (3) years experience in defense life-cycle (acquisition) logistics support of electronic systems, to include: logistics principles, practices, and processes. Of the required 3 years, individual shall have one (1) year support of C4ISR systems. Demonstrated skills, to include: Analyzing Engineering/Systems Management Data, and Developing Logistics Plans and Procedures.

5. **Logistician 1**
   Education: Bachelor degree.
   Experience: One (1) year experience in defense life-cycle (acquisition) logistics support of electronic systems, to include: logistics principles, practices, and processes.

6. **Junior Logistician**
   Education: Bachelor degree in Engineering, Mathematics, Business, or Management Information Systems.
   Experience: None.

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Enclosure (2)

Standard SSC-C Contract
Professional Labor Categories
Program Management

Requirements identified are minimum requirements for both education and experience and should be augmented with "specific requirements" according to requirements identified in Statements of Work (SOW), Performance Work Schedules (PWS), or Task Orders (TO).

Ensure you review "IMPORTANT NOTES" and "DEFINITIONS" (page 2) prior to developing your LC requirements.

1. **Program Manager**
    Education: Bachelor degree in Engineering, Physics, Mathematics, or Business. All Technical "*Specific Projects*" Certifications
    Experience: Fifteen (15) years of technical experience in support of "*Specific Projects*", to include: Equipment Support, System Support, and Programmatic Support. Eight (8) years Program Management Experience, to include: Technology Assessments, Systems Design, Systems Analysis, Programmatic Support, Acquisition Planning, and Budget Planning. Five (5) years as manager of "*Specific Projects*". Knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

2. **Project Manager**
    Education: BS degree in "*Relevant Technical Field*" or "*Additional Acceptable Degree Fields*"
    Experience: Ten (10) years of direct work experience with C4ISR "*Relevant Technical Field*". Eight (8) years of direct work experience, to include: Design, Development, Production, Installation, and Test & Evaluation of "*Relevant Technical Field*".   Four (4) years as manager of "*Specific Projects*", to include: Supervising Project Personnel, Scheduling Work, Writing Proposals and Preparing Bids, and Equipment and Material Logistics Control. Knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

3. **Analyst 3**
    Education: BS degree in "*Relevant Technical Field*" or "*Additional Acceptable Degree Fields*"
    Experience: Six (6) years Contract Management experience, to include: Development of Program Acquisition Documentation, Development of Testing Criteria, Development of Corrective Action Systems, Development of Program Monitoring Approach (e.g. PERT, CPM, EVM), Analysis of Programs Health, Data Collection and Analysis, Development of Cost Estimates, and Development of Program Status Reports. Comprehensive knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

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Enclosure (2)

4. <u>**Analyst 2**</u>

Education: BS degree in "*Relevant Technical Field*" or "*Additional Acceptable Degree Fields*"

Experience: Two (2) years Contract Management experience, to include: Development of Program Acquisition Documentation, Data Collection and Analysis, Development of Cost Estimates, and Development of Program Status Reports. Knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

5. <u>**Analyst 1**</u>

Education: BS degree in "*Relevant Technical Field*" or "*Additional Acceptable Degree Fields*"

Experience: One (1) years Contract Management experience, to include: Development of Program Acquisition Documentation, Data Collection and Analysis. Familiarity with Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.

6. <u>**Junior Analyst**</u>

Education: BS degree in "*Relevant Technical Field*" or "*Additional Acceptable Degree Fields*"

Experience: None.

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Enclosure (2)

Standard SSC-C Contract
Professional Labor Categories
Specialist

Requirements identified are minimum requirements for both education and experience and should be augmented with "specific requirements" according to requirements identified in Statements of Work (SOW), Performance Work Schedules (PWS), or Task Orders (TO).

Ensure you review "IMPORTANT NOTES" and "DEFINITIONS" (page 2) prior to developing your LC requirements.

1. **Intelligence Specialist**
    Education: Bachelor degree.
    Experience: Ten (10) years "Intelligence" operational experience, to include: C4ISR, remote sensing, arms certification, and "Intelligence" collection management.

2. **Operations Specialist**
    Education: Bachelor degree.
    Experience: Ten (10) years operational experience, to include: knowledge of friendly forces and adversary's conops, tactics, threat capabilities, targeting priorities, sensor/collection techniques, targeting priorities, and planning and conducting operations analysis.

3. **Security Specialist**
    Education: Bachelor degree.
    Experience: Ten (10) years experience, to include security principles, practices, and procedures.

4. **Training Specialist 4**
    Education: Bachelor degree in Education, English, Psychology or "*Additional Acceptable Degree Fields*".   Training Certification
    Experience: Fifteen (15) years of experience in the "*Relevant Technical Field*", to include: establishing training needs, developing goals and objectives, developing training programs, and applying the instructional system development (ISD) process.

5. **Training Specialist 3**
    Education: Bachelor degree in Education, English, Psychology or "*Additional Acceptable Degree Fields*".   Training Certification
    Experience: Ten (10) years of experience in the "*Relevant Technical Field*", to include: establishing training needs, developing goals and objectives, developing training programs, and applying the instructional system development (ISD) process.

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Enclosure (2)

6. **Training Specialist 2**
    Education: Bachelor degree in Education, English, Psychology "*Additional Acceptable Degree Fields*".   Working towards Training Certification
    Experience: Five (5) years of experience in the "*Relevant Technical Field*", to include: establishing training needs, developing goals and objectives, developing training programs, and applying the instructional system development (ISD) process.

7. **Training Specialist 1**
    Education: Bachelor degree in Education, English, Psychology or "*Additional Acceptable Degree Fields*".   Working towards Training Certification
    Experience: Three (3) years of experience in training development environment.

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Enclosure (2)

Standard SSC-C Contract
Professional Labor Categories
Technical Support

Requirements identified are minimum requirements for both education and experience and should be augmented with "specific requirements" according to requirements identified in Statements of Work (SOW), Performance Work Schedules (PWS), or Task Orders (TO).

Ensure you review "IMPORTANT NOTES" and "DEFINITIONS" (page 2) prior to developing your LC requirements.

1. **Technical Writer/Editor 4**
   Education: BA degree in English, Journalism, or Technical Writing.
   Experience: Fifteen (15) years of experience in the "*Relevant Technical Field*", to include: writing/editing technical documentation, procedures and guidelines for C4ISR systems or equipment.

2. **Technical Writer/Editor 3**
   Education: BA degree in English, Journalism, or Technical Writing.
   Experience: Ten (10) years of experience in the "*Relevant Technical Field*", to include: writing/editing technical documentation, procedures and guidelines for C4ISR systems or equipment.

3. **Technical Writer/Editor 2**
   Education: BA degree in English, Journalism, or Technical Writing.
   Experience: Five (5) years of experience in the "*Relevant Technical Field*", to include: writing technical documentation, procedures and guidelines for C4ISR systems or equipment.

4. **Technical Writer/Editor 1**
   Education: BA degree in English, Journalism, or Technical Writing.
   Experience: Three (3) years of experience in the "*Relevant Technical Field*", to include: writing technical documentation, procedures and guidelines for C4ISR systems or equipment.

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Enclosure (2)

Standard SSC-C Contract
Non-Degree / Non-SCA Labor Categories
Subject Matter Expert (SME)

Requirements identified are minimum requirements for both education and experience and should be augmented with "specific requirements" according to requirements identified in Statements of Work (SOW), Performance Work Schedules (PWS), or Task Orders (TO).

Ensure you review "IMPORTANT NOTES" and "DEFINITIONS" (page 2) prior to developing your LC requirements.

1. **Subject Matter Expert (SME) 5**
   Education: Technical Training in "*Relevant Technical Field*"
   Experience: Eighteen (18) years of hands-on experience with "*Specific Projects*", to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in "*Relevant Technical Field*"

2. **Subject Matter Expert (SME) 4**
   Education: Technical Training in "*Relevant Technical Field*"
   Experience: Fifteen (15) years of hands-on experience with "*Specific Projects*", to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in "*Relevant Technical Field*"

3. **Subject Matter Expert (SME) 3**
   Education: Technical Training in "*Relevant Technical Field*"
   Experience: Twelve (12) years of hands-on experience with "*Specific Projects*", to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in "*Relevant Technical Field*"

4. **Subject Matter Expert (SME) 2**
   Education: Technical Training in "*Relevant Technical Field*"
   Experience: Ten (10) years of hands-on experience with "*Specific Projects*", to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in "*Relevant Technical Field*"

5. **Subject Matter Expert (SME) 1**
   Education: Technical Training in "*Relevant Technical Field*"
   Experience: Eight (8) years of hands-on experience with "*Specific Projects*", to include three (3) of the following four (4) areas: Systems Requirements, Operational Requirements, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in "*Relevant Technical Field*"

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Enclosure (2)

Standard SSC-C Contract
Non-Degree / Non-SCA Labor Categories
Technician

Requirements identified are minimum requirements for both education and experience and should be augmented with "specific requirements" according to requirements identified in Statements of Work (SOW), Performance Work Schedules (PWS), or Task Orders (TO).

Ensure you review "IMPORTANT NOTES" and "DEFINITIONS" (page 2) prior to developing your LC requirements.

1. **Management and Program Technician 3**
     Education: High School diploma or GED.
     Experience: Ten (10) years of direct work experience with the use of advanced information technology to develop and/or integrate complex data to include: requirements analysis; project management procedures including out year budgeting for programs involving OMN, FMS, OPN, SCN, and RDT&E monies; development of contract schedules, out year planning and POM budgets, compliance planning and program planning. Must have knowledge of DoD standards and regulations like the FAR, DFAR, OPM requirements, and other business related regulations.

2. **Management and Program Technician 2**
     Education: High School diploma or GED.
     Experience: Six (6) years of direct work experience with the use of advanced information technology to develop and/or integrate complex data to include: requirements analysis; project management procedures including out year budgeting for programs involving OMN, FMS, OPN, SCN, and RDT&E monies; development of contract schedules, out year planning and POM budgets, compliance planning and program planning. Must have knowledge of DoD standards and regulations like the FAR, DFAR, OPM requirements, and other business related regulations.

3. **Management and Program Technician 1**
     Education: High School diploma or GED.
     Experience: Three (3) years of direct work experience with the use of advanced information technology to develop and/or integrate complex data to include: requirements analysis; project management procedures including out year budgeting for programs involving OMN, FMS, OPN, SCN, and RDT&E monies; development of contract schedules, out year planning and POM budgets, compliance planning and program planning. Must have knowledge of DoD standards and regulations like the FAR, DFAR, OPM requirements, and other business related regulations.

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Enclosure (2)

Standard SSC-C Contract
SCA Labor Categories
Administrative Support

1. **Administrative Assistant (SCA 01020)**
   Education: Associates Degree in Business or Computer Science.
   Experience: Four (4) years experience, to include: word processing, spreadsheet development, documenting management issues, financial analysis, data collection, report processing, brief preparation, read milestone schedules and send and receive emails. Two (2) years work experience shall be within DoD.

   OR

   Education: High School Diploma or GED.
   Experience: Eight (8) years experience to include: word processing, spreadsheet development, documenting management issues, financial analysis, data collection, report processing, brief preparation, read milestone schedules and send and receive emails. Two (2) years work experience shall be within DoD.

2. **Word Processor III (SCA 01613)**
   Education: High School Diploma or GED.
   Experience: Three (3) year experience with Microsoft Word.

3. **Word Processor II (SCA 01612)**
   Education: High School Diploma or GED.
   Experience: Two (2) year experience with Microsoft Word.

4. **Word Processor I (SCA 01611)**
   Education: High School Diploma or GED.
   Experience: One (1) year experience with Microsoft Word.

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Enclosure (2)

Standard SSC-C Contract
SCA Labor Categories
Information Technology

** IMPORTANT NOTE **

IT labor categories have been designated (Service Contract Act) SCA per the FAR (see below), which means that you cannot require a college degree for these labor categories. However, if a college degree is necessary, you may complete a waiver and request the required degree. If you chose to require the degree, you MUST identify the labor category as a Professional Category, not use the SCA number, and list the Labor Category in the professional section of your IGE.

Federal Acquisition Regulation (FAR), March 2005 Issue states:
39.104 Information technology services.
   When acquiring information technology services, solicitations must not describe any minimum experience or educational requirement for proposed contractor personnel unless the contracting officer determines that the needs of the agency –
   (a) Cannot be met without that requirement; or
   (b) Require the use of other that a performance-based acquisition (see Subpart 37.6).

1. **Computer Operator V (SCA 14045)**
   Education: High School diploma or GED.
   Experience: Eight (8) years of progressive experience in computer systems operations. Six (6) years of practical experience in data entry and formatting via common productivity tools such as the Microsoft Office Suite. Capable of typing at a rate of 40 words per minute

2. **Computer Operator IV (SCA 14044)**
   Education: High School diploma or GED.
   Experience: Six (6) years of progressive experience in computer systems operations. Five (5) years of practical experience in data entry and formatting via common productivity tools such as the Microsoft Office Suite. Capable of typing at a rate of 40 words per minute

3. **Computer Operator III (SCA 14043)**
   Education: High School diploma or GED.
   Experience: Four (4) years of progressive experience in computer systems operations. Three (3) years of practical experience in data entry and formatting via common productivity tools such as the Microsoft Office Suite. Capable of typing at a rate of 40 words per minute

4. **Computer Operator II (SCA 14042)**
   Education: High School diploma or GED.
   Experience: Two (2) years of progressive experience in computer systems operations.

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One (1) year of practical experience in data entry and formatting via common productivity tools such as the Microsoft Office Suite. Capable of typing at a rate of 40 words per minute

5. **Computer Operator I (SCA 14041)**
   Education: High School diploma or GED.
   Experience: One (1) years of practical experience in data entry and formatting via common productivity tools such as the Microsoft Office Suite. Capable of typing at a rate of 40 words per minute

6. **Computer Programmer IV (SCA 14074)**
   Education: Completed the following certifications within one and a half year of assuming duties: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP)), or with COR approval complete a vendor/platform specific certification (e.g. one of the Microsoft Certified Professional (MCP) certifications: i.e., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), other), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).
   Experience: Eight (8) years experience, to include: software Design, Development, and Test and Evaluation. Five (5) years programming experience with "*Specific Project*" programming languages. Four (4) years experience to include: Database development, Web page design, Computer Based Training, development and using .NET tools and .net Integrated Development Environment tools, asp.net, SQL Server 2000, and HTML editor tools.

7. **Computer Programmer III (SCA 14073)**
   Education: Completed the following certifications within one and a half year of assuming duties: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP)), or with COR approval complete a vendor/platform specific certification (e.g. one of the Microsoft Certified Professional (MCP) certifications: i.e., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), other), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).
   Experience: Six (6) years experience, to include: software Design, Development, and Test and Evaluation. Four (4) years programming experience with "*Specific Project*" programming languages. Four (3) years experience, to include: Database development, Web page design, Computer Based Training development, and using .NET tools and .net Integrated Development Environment tools, asp.net, SQL Server 2000, and HTML editor tools.

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8. <u>**Computer Programmer II (SCA 14072)**</u>
    Education: Working towards completing the following certifications: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP)), or with COR approval complete a vendor/platform specific certification (e.g. one of the Microsoft Certified Professional (MCP) certifications: i.e., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), other), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).
    Experience: Three (3) years experience, to include: software Design, and Development. One (1) year programming experience with "*Specific Project*" programming languages.

9. <u>**Computer Programmer I (SCA 14071)**</u>
    Education: Working towards completing applicable vendor/platform certification.
    Experience: One (1) year software programming experience.

10. <u>**Computer System Analyst III (SCA 14103)**</u>
    Education: Completed the following certifications within one and a half year of assuming duties: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP)), or with COR approval complete a vendor/platform specific certification (e.g. one of the Microsoft Certified Professional (MCP) certifications: i.e., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), other), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).
    Experience: Five (5) years "*Specific Project*" Computerized System experience, to include: Design, Development, Test and Evaluation, Network Protocols, LAN administration fundamentals, and UNIX and Windows based operating system.

11. <u>**Computer System Analyst II (SCA 14102)**</u>
    Education: Completed the following certifications within one and a half year of assuming duties: Certified Software Development Professional (CSDP) (Previously known as Certified Software Engineering Professional (CSEP)), or with COR approval complete a vendor/platform specific certification (e.g. one of the Microsoft Certified Professional (MCP) certifications: i.e., Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Microsoft Certified Database Administrator (MCDBA), other), Sun Certified Professional (SCP), Red Hat Certification Program (RHCP), CISCO Certified Network Professional (CCNP), Oracle Certified Professional (OCP), other).

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Experience: Three (3) years "*Specific Project*" Computerized System experience, to include: Test and Evaluation, Network Protocols, LAN administration fundamentals, and UNIX and Windows based operating system.

12. **Computer System Analyst I (SCA 14101)**
    Education: Working towards completing applicable vendor/platform certification.
    Experience: One (1) year Computerized System experience, to include: Network Protocols, and UNIX and Windows based operating system.

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Standard SSC-C Contract
SCA Labor Categories
Logistics

1. **Dispatcher (SCA 01060)**
   Education: High School diploma.
   Experience: Two (2) years of experience, to include: assigning drivers and vehicles to transport freight or passengers, coordinating drivers according to customer requests in compliance with DOT regulations and company rules, and entering assignment data in computer database.

2. **Material Expediter (SCA 21040)**
   Education: High School diploma or GED.
   Experience: Two (2) experience, to include: facilitating and expediting the flow of materials to and from various departments, dealing directly with vendors to ensure prompt and accurate delivery of goods to appropriate locations, and inspecting goods upon delivery to verify delivered goods match order specifications.

3. **Material Handling Laborer (SCA 21050)**
   Education: High School diploma or GED.
   Experience: None.

4. **Shipping and Receiving Clerk (SCA 21130)**
   Education: High School diploma or GED.
   Experience: Two (2) years experience, to include: assembling orders and preparing goods for shipment; recording shipment data, including weight, charges, and space availability; receiving, unpacking materials/supplies and reporting damages and discrepancies for accounting, reimbursement and record-keeping purposes; and completing shipping and receiving reports.

5. **Supply Technician (SCA 01410)**
   Education: High School diploma or GED.
   Experience: Five (5) years experience, to include: supervisory or warehouse lead at a DoD facility; financial management; logistics support for projects involving electronic/ electrical repair and installation, ordering, acquisition, distribution of material, equipment and resources.

6. **Warehouse Specialist (SCA 21410)**
   Education: High School diploma or GED.
   Experience: Two (2) year of warehouse duties experience, to include: performing inventory, staging, packing, storage and shipping of electronic equipment and related material; operating motor vehicles and material handling equipment; and utilized a computer-based inventory and bar coding system for entry, identification and tracking of material.

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Standard SSC-C Contract
SCA Labor Categories
Technical Office Support

1. **Drafter/CAD Operator IV (SCA 30064)**
   Education: Associate degree from a school in drafting or illustration.
   Experience: Two (2) years experience in drafting/illustrating in the electronics field.
   Experience, to include: computerized drafting applications, digital imaging techniques,
   use of AutoCad, planning and preparing graphic presentations of complex items.
   Experience with DoD processes and procedures.
                                    OR
   Education: High School diploma or GED.
   Experience: Five (5) years experience in drafting/illustrating in the electronics field.
   Experience, to include: computerized drafting applications, digital imaging techniques,
   use of AutoCad, planning and preparing graphic presentations of complex items.
   Experience with DoD processes and procedures.

2. **Drafter/CAD Operator III (SCA 30063)**
   Education: High School diploma or GED.
   Experience: Three (3) years experience in drafting/illustrating in the electronics field.
   Experience, to include: computerized drafting applications, digital imaging techniques,
   use of AutoCad, planning and preparing graphic presentations of complex items.
   Experience with DoD processes and procedures.

3. **Drafter/CAD Operator II (SCA 30062)**
   Education: High School diploma or GED.
   Experience: Two (2) years experience in drafting/illustrating in the electronics field.
   Experience, to include: computerized drafting applications, digital imaging techniques,
   use of AutoCad.

4. **Drafter/CAD Operator I (SCA 30061)**
   Education: High School diploma or GED.
   Experience: One (1) year experience in drafting/illustrating in the electronics field.
   Experience with computerized drafting applications

5. **Graphics Artist (SCA 15080)**
   Education: High School diploma or GED.
   Experience: Two (2) years experience developing graphic/artistic presentations.
   One (1) year specialized experience using commercial automated graphics systems, and
   desktop publishing systems.

6. **Illustrator III (SCA 13043)**
   Education: Associated degree in Electronic Technology or "*Acceptable Education Substitution*".
   Experience: Eight (8) years of drafting experience and complete familiarity with official
   drawing guidelines, specifications, and procedures. Six (6) years of experience, to
   include: utilizing AutoCAD 2000 or later Computer Aided Design (CAD) software. Six

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(6) years experience developing Military specific drawing packages, to include: Ships Installation Drawings (SIDs), Ship Alterations (ShipAlts), Temporary Alterations (TempAlts), Installation Control Drawings (ICDs), Installation Design Packages (IDPs), Basic Electronic Systems Engineering Plans (BESEP's) or As-Built drawings.

7. <u>**Illustrator II (SCA 13042)**</u>
   Education: Associated degree in Electronic Technology or "_Acceptable Education Substitution_".
   Experience: Four (4) years of practical experience in graphic arts and a demonstrated knowledge of graphic production equipment. One (1) year of the last two (2) years experience, to include: preparing electrical/electronics drawings in support of engineering functions using AUTOCAD 2000 or higher software tools.

8. <u>**Illustrator I (SCA 13041)**</u>
   Education: Associated degree in Electronic Technology or "_Acceptable Education Substitution_".
   Experience: Two (2) years of practical experience in graphic arts and a demonstrated knowledge of graphic production equipment. Experience, to include: generating electrical / electronic drawings and diagrams utilizing AutoCAD 2000 or higher.

Standard SSC-C Contract
SCA Labor Categories
Technician

1. **Electronics Technician III (SCA 23183)**
   Education: High School diploma or GED. Formal electronics training from: Technical School, or Class A or B military school in electronics or communications, or four (4) year electronics apprentice program. Formal electronics training, to include: Installation Tasks, Soldering, Cable Dressing, Cable Tray, Conduit, and Making/Repairing Connectors.
   Experience: Eight (8) years of practical experience, to include: Electronics Repair, Maintenance, Installation and Checkout. Two (2) years experience, to include: supervision, and shop practices. Three (3) years practical experience, to include: electronics repair and installation, and six (6) years with the "*Specific Projects*"

2. **Electronics Technician II (SCA 23182)**
   Education: High School diploma or GED. Formal electronics training from: Technical School, or Class A or B military school in electronics or communications, or four (4) year electronics apprentice program. Formal electronics training, to include: Installation Tasks, Soldering, Cable Dressing, Cable Tray, Conduit, and Making/Repairing Connectors.
   Experience: Four (4) years of practical experience, to include: electronics repair, maintenance and checkout. One (1) year practical experience in electronics installation.

3. **Electronics Technician I (SCA 23181)**
   Education: High School diploma or GED. Formal electronics training from: Technical School, or Class A or B military school in electronics or communications, or four (4) year electronics apprentice program. Formal electronics training, to include: Installation Tasks, Soldering, Cable Dressing, Cable Tray, Conduit, and Making/Repairing Connectors.
   Experience: Two (2) years of practical experience, to include: electronics repair, maintenance and checkout.

4. **Engineering Technician VI (SCA 30086)**
   Education: 2 Years "*Relevant Technical Field*", Engineering Technology, or "*Acceptable Education Substitution*".
   Experience: Sixteen (16) years of practical experience in "*Relevant Technical Field*". Ten (10) of the 16 year experience, to include: installation of such equipment, and six (6) in design, preparation and modification of engineering documents, and drawings. Ten (10) years experience in "*Specific Projects*" discipline, of which 7 must have been performed within the last 9 years.

5. **Engineering Technician V (SCA 30085)**
   Education: 2 Years "*Relevant Technical Field*", Engineering Technology, or "*Acceptable Education Substitution*".
   Experience: Fourteen (14) years of practical experience in "*Relevant Technical Field*".

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Eight (8) of the 14 year experience, to include: installation of such equipment, and four (4) in design, preparation and modification of engineering documents, and drawings. Eight (8) years experience in "*Specific Projects*" discipline, of which 5 must have been performed within the last 7 years.

6. **Engineering Technician IV (SCA 30084)**
   Education: 2 Years "*Relevant Technical Field*", Engineering Technology, or "*Acceptable Education Substitution*".
   Experience: Twelve (12) years of practical experience in "*Relevant Technical Field*". Six (6) of the 12 year experience, to include: installation of such equipment, and two (2) in design, preparation and modification of engineering documents, and drawings. Six (6) years experience in "*Specific Projects*" discipline, of which 3 must have been performed within the last 5 years.

7. **Engineering Technician III (SCA 30083)**
   Education: 2 Years "*Relevant Technical Field*", Engineering Technology, or "*Acceptable Education Substitution*".
   Experience: Ten (10) years of practical experience in "*Relevant Technical Field*". Four (4) of the 10 year experience, to include: installation of such equipment, and one (1) in design, preparation and modification of engineering documents, and drawings. Four (4) years experience in "*Specific Projects*" discipline, of which 2 must have been performed within the last 3 years.

8. **Engineering Technician II (SCA 30082)**
   Education: 2 Years "*Relevant Technical Field*", Engineering Technology, or "*Acceptable Education Substitution*".
   Experience: Three (3) years practical experience, to include: laboratory testing, manufacturing, or maintenance.
   <div align="center">OR</div>

   Education: High School diploma or GED.
   Experience: Five (5) years practical experience, to include: laboratory testing, manufacturing, or maintenance.

9. **Engineering Technician I (SCA 30081)**
   Education: 2 Years "*Relevant Technical Field*", Engineering Technology, or "*Acceptable Education Substitution*".
   Experience: None.
   <div align="center">OR</div>

   Education: High School diploma or GED.
   Experience: Three (3) years practical experience, to include: laboratory testing, manufacturing, or maintenance.

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Standard SSC-C Contract
SCA Labor Categories
Specialist

1. **Air Traffic Control Specialist, Station (SCA 30011)**
    Education: Graduate of an approved DoD or FAA ATC course.
    Experience: Two (2) years ATC experience, to include: flight planning, base operations and/or knowledge of ATC rules, regulations, and techniques; control tower operation; flight planning/base operations or approach control. Shall possess a FAA form 7220-1.

2. **Air Traffic Control Specialist, Terminal (SCA 30012)**
    Education: Graduate of an approved DoD or FAA ATC course.
    Experience: Four (4) years experience, to include: RADAR facility or Control Tower; knowledge of ATC rules, regulations, and techniques; control tower operation; approach control. Shall possess a FAA form 7220-1.

3. **Heavy Equipment Operator (SCA 23440)**
    Education: High School Diploma or GED.
    Experience: Experience, to include: operating heavy equipment such as cranes, clamshells, power shovels, motor graders, heavy loaders, carryalls, bulldozers, rollers, scrapers, and large industrial tractors with pan or scrapper attachments, as required. Excavating, loading, or moving dirt, gravel, or other materials. Reading and interpreting grades, slope stakes, and simple plans. Grease, adjust and make emergency repairs to equipment.

4. **Technical Instructor (SCA 15090)**
    Education: High School Diploma or GED. Training Certification
    Experience: Five (5) years of experience as instructor of "*Technical Trade or Craft*" Experience, to include: developing appropriate course material, hands on practical experience with techniques being taught, and researching latest technical discipline practices.

5. **Technical Instructor/Course Developer (SCA 15095)**
    Education: High School Diploma or GED. Training Certification
    Experience: Eight (8) years of experience in the "*Technical Trade or Craft*" Experience, to include: developing appropriate course material, hands on practical experience with techniques being taught, researching latest technical discipline practices, establishing training needs, developing goals and objectives, and developing training programs.

6. **Weather Observer, Senior (SCA 30621)**
    Education: High School Diploma or GED.
    Experience: Three (3) years verifiable experience as a qualified weather observer for surface observations including two (2) years at an aviation facility. Experience to include: recording and dissemination of surface and rawinsonde observations; completion of forms in accordance with Federal, DoD, and World Meteorological Organization (WMO) guidelines; observation of local area surface and high altitude weather conditions;

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recording, transmitting, and archiving METAR, SPECI, Synoptic, AIREPS, and upper-air weather observations in support of the Global Climate Observing System; conducting weather training; maintaining climatological databases; operating data collection systems; performing quality control.

7. <u>**Welder (SCA 23960)**</u>

Education: High School Diploma or GED. Must pass employer performance tests, standard governmental agencies certifications, and professional and technical association certifications. Qualified for specific material and processes in accordance with American Welding Society Welding Handbook.

Experience: Four (4) years experience, to include: electric arc, gas shielded arc, and gas welding. Proficient at welding as follows: executing welds in all positions, with all types of metals and alloys, in various shapes including pipes, structural forms, plates, sheet metal, bar stock, machinery and equipment. Excavating, loading, or moving dirt, gravel, or other materials. Reading and interpreting grades, slope stakes, and simple plans. Grease, adjust and make emergency repairs to equipment.

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Standard SSC-C Contract Labor Category
Addition Request

From: ***(Name/Code)***
To: 02C

Subj: Request for addition of Labor Category to SSC-C Standard List

1. Request the following Labor Category be added to the Standard SSC-C Contract Labor Categories List for use in Contract ***(Number/Name)***. No existing category was deemed appropriate.

2. ***(Labor Category Name)******(SCA Number if applicable)***
   Education: ***(Minimum Required)***
   Experience: ***(Minimum Required)***

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Personnel Qualifications Document Table of Content

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2. PROJECT MANAGER			3
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4. ENGINEER/SCIENTIST 4	*System Engineer/Scientist*		4
	Software Manager		4
5. ENGINEER/SCIENTIST 3	*System Engineer/Scientist*		4
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19. SUBJECT MATER EXPERT (SME) 2			9
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22. ENGINEERING TECHNICIAN V	(SCA 30085)		10
23. ENGINEERING TECHNICIAN IV	(SCA 30084)		10
24. ELECTRONIC TECHNICIAN III	(SCA 23183)		10
25. ELECTRONIC TECHNICIAN II	(SCA 23182)		11
26. ELECTRONIC TECHNICIAN I	(SCA 23181)		11
27. SUPPLY TECHNICIAN	(SCA 01410) (*Procurement Specialist*)		11
28. DRAFTER/CAD OPERATOR III	(SCA 30063)		12
29. DRAFTER/CAD OPERATOR II	(SCA 30062)		12
30. ADMINISTRATIVE ASSISTANT	(SCA 01020) (*Secretary III*)		12

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EXAMPLE
Personnel Qualifications Document Body

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4. ENGINEER/SCIENTIST 4

4a. System Engineer/Scientist

Education: BS degree in Electrical, Software, Systems or Industrial Engineering; Physics; or Computer Science.

Experience: Ten (10) years of experience in support of Information Warfare (IW) Exploitation Systems, Threat Warning, and Detection Systems to include: Technology Analysis and Assessment, Design Definition, Development of Systems Specification, Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation Criteria, and Logistics support of C4ISR requirements. **Specific experience in**: developing new IW and Threat Warning program system architectures, system concept plans, parameters for fleet IW and Threat Warning systems/ components, advanced engineering application proposals for integration of Off-The-Shelf (COTS) equipment, and performing concept feasibility studies. Software/Hardware Integrator. Five (5) years of technical experience in support of systems identified in paragraph 1.2.1 of the PWS or comparable systems.

4b. Software Manager

Education: PhD, MS, or BS degree in Electrical, Software, Systems or Industrial Engineering; Physics; or Computer Science. Working towards the following certifications within one and a half year of assuming duties: Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Applications Developer (MCAD), Certified Software Engineering Professional (CSEP)

Experience: Ten (10) years of experience in support of Information Warfare (IW) Exploitation Systems, Threat Warning, and Detection Systems, to include: Technology Analysis and Assessment, Design Definition, Development of Systems Specification, Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation Criteria, and Logistics support of C4ISR requirements. **Specific experience in**: proficient in C, C^{++}, Java, CORBA, Unix and Windows development as well as in the use of the Unified Modeling Language (UML) in developing Software applications. Experience supervising large software programs. Five (5) years of technical experience in support of systems identified in paragraph 1.2.1 of the PWS or comparable systems.

5. ENGINEER/SCIENTIST 3

5a. System Engineer/Scientist

Education: BS degree in Electrical, Software, Systems or Industrial Engineering; Physics; or Computer Science.

Experience: Six (6) years of experience in support of Information Warfare (IW) Exploitation Systems, Threat Warning, and Detection Systems to include: Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation, and Logistics support of C4ISR requirements. **Specific experience in**: working with new IW and Threat Warning program system architectures, parameters for fleet IW and Threat Warning systems/ components, engineering application proposals for integration of Off-The-Shelf (COTS) equipment, and performing concept feasibility studies. Software/Hardware Integrator. Three (3)

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Enclosure (5)

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